

12 March 1954

MEMORANDUM FOR: Chairman, Incentive Awards Committee

SUBJECT : Minutes of CIA Incentive Awards Committee Meeting

1. The Central Intelligence Agency Incentive Awards Committee was convened on Thursday, 12 March 1954, at 1:45 P.M., Room 223, Curie Hall, by the Chairman, Mr. Harrison G. Reynolds. Members present were:

Mr. Harrison G. Reynolds -- Chairman

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meeting to present information relative to suggestion No. 410 concerning central indexing of finished intelligence.

2. The Committee voted the following action on the employee suggestions presented:

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No. 1 [REDACTED] Approved monetary award of \$15.00
Letter from Chairman.

No. 2 [REDACTED] - Approved monetary award of \$50.00
and Commendatory Letter from Chairman.

Nos. 3--6 Approved recommendation of evaluating offices in
nonadoption of suggestions.

No. 7 With unanimous approval of the Committee, Chairman
directed that suggestion be referred to the
Management Improvement Staff requesting that a
study project be established.

TAIS A--G Approved recommendation of evaluating offices in
nonadoption of forty-one employee suggestions
excluding those listed below.

No. 502 - In view of proposed Comptroller's notice, the
Committee recommended action be deferred pending
further study by Management Improvement Staff on
classified trash disposal project.

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- No. 513 - Committee deferred action at request of Chairman pending check with the Interim Assignment Branch.
- No. 527 - Committee deferred action pending possible implementation of suggestion concerning reclamation of warehouse packing materials.
- No. 562 - Committee directed suggestion concerning establishment of executive dining room be referred to DD/A.
- No. 573 - Committee member from DD/I requested that suggestion concerning blower system in Building 11 be referred to that Office for possible implementation.
- No. 315 - Committee member from DD/I requested that suggestion concerning newspaper reduction be referred to that Office for investigation as to newspaper contracts.
3. The Committee was adjourned by the Chairman at 3:10 P.M.

FOR THE INCENTIVE AWARDS COMMITTEE


Executive Secretary

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